

Personnel – General

AWARD OF CAP MEDALS, RIBBONS AND CERTIFICATES

CAPR 39-3, 2 July 1998, is supplemented as follows:

Section F

18b. Added. Unit commanders may award the following activity service ribbons:

- (1) Red Service Ribbon
- (2) Recruiter Ribbon
- (3) Cadet Community Service Ribbon

19. Insert in line 11, after “recipient.)” and before “Upon approval”, “Approval of the award will be forwarded to the member’s unit for the Commander to present the ribbon. Be sure to place a copy of the Personnel Authorization (PA) or CAP Form 2a in the member’s personnel file.

20a. Added. Individuals selected by National Headquarters to participate in **International Air Cadet Exchange** should submit a CAPF 2a and a copy of their selection/acceptance letter, after participation, to their Unit Commander who will then send directly to the Group Commander directly to the Washington Wing Commander for award of this ribbon.

Copies of the Personnel Authorization or CAPF-2a for this award will be forwarded to the member’s unit for the Commander to present the ribbon. Be sure to place a copy of the Personnel Authorization (PA) in the member’s personnel file.

20b. Added. Washington Wing/CP will provide a Personnel Authorization listing the participants with a notation recognizing the members of the team winning the **Wing Cadet Drill Competition**. Be sure to place a copy of the PA in the member’s personnel

file. The ribbon or clasp is awarded by the event commander at the end of the event.

Washington Wing/CP will advise Washington Wing/CC and corresponding Squadron/CC if the wing team wins the **Region Cadet Drill Competition** and is the sweepstakes winner of the **National Cadet Competition** for award of the appropriate star devices.

20c. Added. Washington Wing/CP will provide a Personnel Authorization listing the participants with a notation recognizing the members of the team winning the **Wing Color Guard**. Be sure to place a copy of the PA in the member’s personnel file. The ribbon or clasp is awarded by the event commander at the end of the event.

Washington Wing/CP will advise Washington Wing/CC and corresponding Squadron/CC if the wing team wins the **Region Color Guard Competition** and is the sweepstakes winner of the **National Color Guard Competition** for award of the appropriate star devices.

20d. Added. Washington Wing/CP will provide a Personnel Authorization listing the cadets and senior members who have participated in **National Cadet Special Activities** to the Washington Wing/DP who then gives it to the Washington Wing/CC for approval.

Copies of the Personnel Authorization for this award will be forwarded to the member’s unit for the Commander to

present the ribbon. Be sure to place a copy of the PA in the member's personnel file.

20e. Added. The Encampment Commander will provide a listing or Participation Letter of cadets satisfactorily completing **Summer or Winter Encampment** for the first time. The ribbon or clasp is awarded by the Encampment Commander at the end of the encampment.



DON K. MCLEAN, 1Lt, CAP
Administration Officer

For those cadets who have attended multiple encampments, the listing will show how many previous encampments each cadet has satisfactorily completed and clasp shall be awarded. The seniors will be awarded a ribbon if they attended the encampment for the first time or a clasp for multiple encampments.

A copy of the Participation Letter for this award will be placed in the member's personnel file.



ERNESTUS S. SCHNABLER, Colonel, CAP
Commander